

How to Create a SAW Account

Browse to: <https://secureaccess.wa.gov/>

Click "Create One" to create a new account.

The screenshot shows the SecureAccess Washington login page. At the top left is the SAW logo. To the right are links for News, Video, and Help. The main heading is "Log in to SecureAccess Washington". Below this are two input fields: "User ID:" and "Password:". To the right of these fields are four icons with question marks, labeled "Forgot User ID?", "Forgot Password?", "Activate Account", and "Missing Email?". Below the input fields is an orange "LOGIN" button. At the bottom left, it says "Do not have an account? [Create one](#)". At the bottom right, there is a link for "Privacy Notice".

Click "Start".

The screenshot shows the "Create an Account" page. At the top left is the SAW logo. To the right are links for News and Help. A progress bar at the top shows six steps: 1 Name & email, 2 User ID & password, 3 Review information, 4 Validate information, 5 Check email, and 6 Log in to account. The main heading is "Create an Account". Below this is a paragraph explaining the benefits of a SAW account. At the bottom left, there is an orange "START" button. At the bottom right, there is a link for "Privacy Notice".

Complete the form. Please use the same email address on file with the Forest Practices Division.

The screenshot shows the "Enter your personal information" form. At the top left is the SAW logo. To the right are links for News and Help. A progress bar at the top shows six steps: 1 Name & email, 2 User ID & password, 3 Review information, 4 Validate information, 5 Check email, and 6 Log in to account. The main heading is "Enter your personal information". Below this are several input fields: "Name:", "E-mail Address:", "Confirm E-mail:", "Secret Question:" (with a dropdown menu), and "Question Answer:". At the bottom left, there are two orange buttons: "PREVIOUS" and "NEXT". At the bottom right, there is a link for "Privacy Notice".

Create a user ID and password. (Keep track of your information!)

The screenshot shows the 'Create a user ID and password' step of the registration process. At the top, the 'SAW SecureAccess WASHINGTON' logo is visible. A progress bar at the top indicates six steps: 1. Name & email, 2. User ID & password (current step), 3. Review information, 4. Validate information, 5. Check email, and 6. Log in to account. The main content area contains three input fields: 'User ID:', 'Password:', and 'Confirm Password:'. Below these is a CAPTCHA image with the text '87yate' and a link '(Click here if you cannot read the code)'. A text prompt reads 'In the box below, enter the security code you see above (not case sensitive):' followed by an empty input field. At the bottom, there are 'PREVIOUS' and 'NEXT' buttons.

Check your email for account activation information.

The screenshot shows the 'Check your email account' step of the registration process. At the top, the 'SAW SecureAccess WASHINGTON' logo is visible. A progress bar at the top indicates six steps: 1. Name & email, 2. User ID & password, 3. Review information, 4. Security check (current step), 5. Check email, and 6. Log in to account. The main content area contains a text message: 'You are not quite finished yet! Next you will need to check your email to get information needed to get your account activated and ready to use!'. At the bottom left, there is a copyright notice: '© Copyright 2015 Consolidated Technology Services All Rights Reserved'. At the bottom right, there is a link for 'Privacy Notice'.

Log in with the credentials that you supplied.

The screenshot shows the SecureAccess Washington login page. At the top left is the SAW logo. To the right are 'News' and 'Help' links. Below is a progress bar with six steps: 1. Name & email, 2. User ID & password, 3. Review information, 4. Security check, 5. Check email, and 6. Log in to account. The main heading is 'Log into SecureAccess Washington'. A message states: 'Your SecureAccess Washington account has been activated. Log in to access your account and register for services.' There are two input fields: 'User ID:' and 'Password:'. To the right of these fields are two icons: a person with a question mark labeled 'Forgot User ID?' and a lock with a question mark labeled 'Forgot Password?'. A blue 'LOGIN' button is at the bottom left. The footer contains '© Copyright 2015 Consolidated Technology Services All Rights Reserved' and a 'Privacy Notice' link.

After logging in, click "Add a New Service".

The screenshot shows the dashboard after logging in. At the top left is the SAW logo. To the right is 'Welcome, thubert_test' and a 'Logout' button. Below are 'My Secure Services', 'Account Management', and 'Help' links. A navigation bar contains 'My Services', 'Add a New Service', and 'Contact Us'. A yellow banner reads: 'Please note: SAW is a shared portal serving multiple state agencies. To get help with a service provided through SAW, please contact the sponsoring agency directly. Click the "Contact Us" button to view a list of agency contact information.' Below is a table with columns: Service, Agency, Description, Status, and Action. The table is currently empty with the text 'No services.' The footer contains '© Copyright 2015 Consolidated Technology Services' and an 'Privacy Notice' link.

Click "Department of Natural Resources" from the agency list.

The screenshot shows the 'Add a New Service' page. At the top are 'My Services', 'Add a New Service', and 'Contact Us' buttons. The page is divided into two main sections. The left section is titled 'Service code:' and contains a text input field and an 'APPLY' button. Below it is the 'Search services by keywords:' section with a text input field and a 'SEARCH' button. The right section is titled 'Select an agency below to see a list of services:' and contains a list of agency names with blue links. The list includes: Board for Volunteer Fire Fighters, Community, Trade and Economic Development, Consolidated Technology Services, Criminal Justice Training Commission, Department of Archaeology and Historic Preservation, Department of Commerce, Department of Early Learning, Department of Ecology, Department of Financial Institutions, Department of Fish and Wildlife, Department of Health, Department of Information Services, Department of Natural Resources, Department of Revenue, Department of Social and Health Services, Department of Transportation, Developer Testing Only, DIS DEMO DOMAIN, Employment Security Department, Enterprise Services, Labor & Industries, Liquor Control Board, Military Department Headquarters, Office of Financial Management, and Washington State Board of Accountancy.

Select the “Water Type Modification Form” service and click “Apply”.

Add a Service to Your Account
 Select a service to apply for from the following.
Note: Services for which you currently have access, have applied to and are awaiting approval, or those that you have been suspended or rejected from will not appear in this list.
[All Agencies](#) > [Department of Natural Resources](#)

Service	Description	Action
Forest Practices Devl	Forest Practices Development more Privacy Notice	APPLY
Forest Practices QA	Forest Practices Application QA more Privacy Notice	APPLY
Forest Practices Reviewer Profile DEVL	Forest Practices Reviewer Profile Development more Privacy Notice	APPLY
Forest Practices Reviewer Profile QA	Forest Practices Reviewer Profile QA more Privacy Notice	APPLY
Water Type Modification Form DEV	For water type reviewers to provide comments and concurrence feedback regarding water type modifications more Privacy Notice	APPLY
Water Type Modification Form	For water type reviewers to provide comments and concurrence feedback regarding water type modifications more Privacy Notice	APPLY

You should see this confirmation message.

SAW SecureAccess WASHINGTON
 Welcome, thubert_test [Logout](#)

My Secure Services Account Management Help

Service Registration Successful
 Thank you for registering with agency **Department of Natural Resources's** service **Water Type Modification Form QA**. Please click the "My Secure Services" tab above to access the service.

Click “My Services”. You should now see the service listed. Click the service to access WTMFs.

Please note: SAW is a shared portal serving multiple state agencies. To get help with a service provided through SAW, please contact the sponsoring agency directly. Click the "Contact Us" button to view a list of agency contact information.

Service	Agency	Description	Status	Action
Water Type Modification Form	Department of Natural Resources	For water type reviewers to provide comments and concurrence feedback regarding water type modifications.	Active	Remove